

Real Estate Individual Broker's License Application

See page 2 for instructions and requirements

FOR VALIDATION ONLY

Please check the appropriate box(es):

- ☐ **First License** **\$210.00**
☐ **New Individual Broker Office** **\$210.00**
☐ **Change of Address** **No Fee**
☐ **Company Name Change** **No Fee**

Make remittance payable to State Treasurer.
Send application with your remittance to:
Department of Licensing
PO Box 9048
Olympia, WA 98507-9048

Applicant Information *If application information is incomplete, it will not be processed.*

Applicant's Name (Last, First, Middle)		Social Security No.*		Date of Birth
DBA Name (if applicable)		Unified Business Identifier (UBI No.)		Company Telephone No. ()
Company Address (Number, Street and Post Office Box if Applicable)				
City	State	Zip	County	
Applicant's Mailing Address (Number, Street and Post Office Box if Applicable)				Applicant's Telephone No. ()
City	State	Zip	County	

Please respond to the following questions:

- Are you the sole owner of this real estate business? ☐ Yes ☐ No
- What is zoning of the area in which the office is located? _____
Is a real estate office permissible in this zone? ☐ Yes ☐ No
- Is the office in the same building as residence? ☐ Yes ☐ No
- With the exception of motor vehicle violations, have you ever been convicted of a crime, felony, or misdemeanor by this state, any other state, the federal government, or any other jurisdiction within the past ten years? (NOTE: If you have been convicted of a crime, you will be subjected to an investigation, and you may be denied a license.) ☐ Yes ☐ No
- Is there a criminal complaint or accusation, or other information presently pending against you, or are you under indictment in this state, any other state, by the federal government, or by any other jurisdiction? ☐ Yes ☐ No
- Has any application for a professional or occupational license or permit made by you ever been denied, or has a license or permit issued to you ever been suspended, revoked, censured, or fined, in this state or any other jurisdiction? ☐ Yes ☐ No
- Have you ever had a civil court order, verdict, or judgment entered against you in any court of competent jurisdiction in which the subject matter involved any real estate or business related activity? ☐ Yes ☐ No
- Are you currently required to register as a sex offender in this state or any other state? ☐ Yes ☐ No
If yes, state _____ county _____

Attach a letter of explanation for any Yes answer(s) to questions 4-8.

*State law, RCW 26.23.150, requires you to furnish your Social Security Number when you apply for this license. If this application is for a business that is a sole proprietorship, the proprietor must furnish his/her Social Security Number. Resident aliens, without a Social Security Number, must furnish their Individual Tax Identification Number.

I declare under penalty of perjury that my answers and all information provided by me herein are true and correct.

Signature **X** _____ Date _____

For office use only

27008		9	I	1
Prog 1	Tran 3	Prof 4	Pic No. 5	Exp. Date 9
Stat. 11	Birthdate 13	Class 14	Bill 16	Split 43

Tax	27	Cert. Date	30	LA Date	40
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Procedure for Individual Broker

First License or New Individual Broker Office

1. Return the Washington Real Estate Salesperson or Associate Broker License, released by the present broker.
2. Complete the application for Real Estate Individual Broker's License.
3. Pay the application fee – \$210.00.
4. Complete an application for each person who is to act as salesperson or associate broker. The licensee must have his/her current salesperson or associate broker license released and returned to this office.

Change of Address

1. Return all current Washington Real Estate Licenses showing the previous address.
2. Complete an application for Real Estate Individual Broker's License **or** Application for Broker Address Change.
3. Complete an application for each licensee affected by this change.
4. If you wish to add, change, or delete a PO Box or suite number, the same requirements apply.

Company Name Change

1. Return the individual broker license.
2. Complete an application for Real Estate Individual Broker's License.

Important Information Regarding Real Estate Company Names

If you are **opening a new company or changing your company name**, we advise that you check the availability of the desired name with our office. In order to do so, please submit your request in writing to: Real Estate Licensing, PO Box 9021, Olympia, WA 98507-9021, or send a FAX to (360) 586-0998.

Names cannot be checked by telephone. Please include your telephone number and address so we may contact you after the name has been checked. If the name is available, we will reserve it for you for 60 days.

NOTE: Approval or issuance of a name by other state agencies or divisions **does not** insure that it can be issued by **this** office.

Please do not order signs, stationery, business cards, etc. until your license has been issued.

**Upon filing, this application becomes a public record and is
subject to public disclosure provisions under RCW 42.56**